



92

Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**Schools Division of Tabuk City**



**Office of the Schools Division Superintendent**

Division Memorandum  
No. 92 s, 2021

TO: **ALL CONCERNED**

DATE: February 12, 2021

**RECONSTITUTING THE COMPOSITION OF THE DIVISION  
PERFORMANCE MANAGEMENT TEAM**

1. Pursuant to DepEd Order No. 2, s. 2015 on the Guidelines in the Establishment and Implementation of the Results-Based Performance management System (RPMS) in the Department of Education, this office hereby reconstitutes the composition of the Division Performance Management Team as follows;

CHAIRPERSON	Feliciano L. Agsaoay Jr., OIC-ASDS
MEMBERS	Ramonchito A. Soriano, CES-CID Sally P. Feken, CES-SGOD Emmanuel C. Ubuan, EPS-Math Henry M. Alunday, PSDS Efren Y. Danag, Planning Officer III Sixto D. Lang-ay, Accountant III Dorothy S. Asingal, Administrative Officer V Shakey L. Martinez, HRMO Rogelio D. Alunday, PESPA President Beatrice M. Dinanog, NAPSSHI President Ruby Joy F. Casiano, Elementary Teachers Association President Michelle G. Lee, Atty II, Non-Teaching Association President
OBSERVER	Eduardo Sacayle, PTA Federation President
SECRETARIATS	Cresencia M. Na-oy, EPS-Science Emily B. Langkit, PSDS

2. The SDO Performance Management Team (PMT) shall be responsible for:



**Republic of the Philippines**  
**Department of Education**

Cordillera Administrative Region  
**Schools Division Office of Tabuk City**

---

**Office of the Schools Division Superintendent**

- a. Facilitating the performance target setting of all DepEd offices and schools;
  - b. Ensuring that the performance targets, indicators and budget of all DepEd offices and schools are aligned with the Agency's Major final Outputs (MFO's) and Performance Targets (PTs) as specified in the Organizational Performance Indicator Framework (OPIF);
  - c. Recommending to the Head of the Agency the approval of the performance commitment and rating of all DepEd offices and schools;
  - d. Acting as appeals body and final arbiter for performance management issues of the agency;
  - e. Identifying the potential top performers and providing inputs to the PRAISE Committee for grant of awards and incentives;
  - f. Conducting a series of meetings and deliberations, and delegation of authority to representatives in case of absence of its members;
  - g. Formulating and adopting of the RPMS guidelines, which shall cascade the rules, procedures, strategies, and timeline of the implementation of the RPMS in DepEd;
  - h. Acting as link between DepEd and the Inter-Agency Task Force (IATF) on RPMS specified under Administrative Order No. 25, s. 2011.
3. The PM-Technical Validation Team (PMT-TVT) per district is also formed and shall be composed of the following:
- a. PSDS of the district
  - b. EPSVR partner
  - c. 1 SGOD Personnel
  - d. ADAS in-charge of the school
4. The PM-TVT shall have the following functions:
- a. Do initial appraisal of schools' OPCR MOVs only.
  - b. Provide feedback to the rater as to the result of pre-evaluation; and
  - c. Can serve as a resource person in the grievance committee if appeals are being made.
5. The chair shall convene meeting and deliberation of the PMT and shall provide regular feedback to the head of the agency.







**Republic of the Philippines**  
**Department of Education**

Cordillera Administrative Region  
**Schools Division of Tabuk City**

**Office of the Schools Division Superintendent**

- a. Facilitating the performance target setting of all DepEd offices and schools;
  - b. Ensuring that the performance targets, indicators and budget of all DepEd offices and schools are aligned with the Agency's Major final Outputs (MFO's) and Performance Targets (PTs) as specified in the Organizational Performance Indicator Framework (OPIF);
  - c. Recommending to the Head of the Agency the approval of the performance commitment and rating of all DepEd offices and schools;
  - d. Acting as appeals body and final arbiter for performance management issues of the agency;
  - e. Identifying the potential top performers and providing inputs to the PRAISE Committee for grant of awards and incentives;
  - f. Conducting a series of meetings and deliberations, and delegation of authority to representatives in case of absence of its members;
  - g. Formulating and adopting of the RPMS guidelines, which shall cascade the rules, procedures, strategies, and timeline of the implementation of the RPMS in DepEd;
  - h. Acting as link between DepEd and the Inter-Agency Task Force (IATF) on RPMS specified under Administrative Order No. 25, s. 2011.
3. The PM-Technical Validation Team (PMT-TVT) per district is also formed and shall be composed of the following:
- a. PSDS of the district
  - b. EPSVR partner
  - c. 1 SGOD Personnel
  - d. ADAS in-charge of the school
4. The PM-TVT shall have the following functions:
- a. Do initial appraisal of schools' OPCR MOVs only.
  - b. Provide feedback to the rater as to the result of pre-evaluation; and
  - c. Can serve as a resource person in the grievance committee if appeals are being made.
5. The chair shall convene meeting and deliberation of the PMT and shall provide regular feedback to the head of the agency.

